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MINUTES OF MEETING
AMELIA WALK COMMUNITY DEVELOPMENT DISTRICT

The regular meeting of the Board of Supervisors of the Amelia Walk Community Development District was held Tuesday, October 20, 2026, at 2:00 p.m. at the Amelia Walk Amenity Center, 85287 Majestic Walk Boulevard, Fernandina Beach, Florida.

Present and constituting a quorum were:

Jeff Robinson	Chairman
Red Jentz	Vice Chairman
David Swan	Supervisor
Lynne Murphy	Supervisor
Steve Cook	Supervisor

Also present were:

Daniel Laughlin	District Manager
Mary Grace Henley	District Counsel
Mike Yuro	District Engineer
Chip Dellinger	Amenity & Operations Manager
Corey Wissinger	BrightView Landscape
Terry Glynn *by phone*	GMS

The following is a summary of the discussions and actions taken at the October 20, 2026 meeting.

FIRST ORDER OF BUSINESS **Roll Call**

Mr. Laughlin called the meeting to order at 2:00 p.m. and called the roll.

SECOND ORDER OF BUSINESS **Public Comment**

Don DeCanio asked if an estimate has been obtained for what it would cost to do the littoral plantings at 100-foot intervals. He also questioned why there was only one bid for the asphalt repairs.

Mr. Laughlin responded that multiple vendors were contacted for proposals on the asphalt repairs, but the one in the agenda package is the only vendor that responded.

Next, Mr. DeCanio asked about the manhole cover depressions.

Mr. Laughlin responded that staff handled the communication with JEA internally.

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Mr. DeCanio stated that he'd also like the depressions near 85175 Majestic Walk, as well as the lip and depression near the entrance to be included as the mobilization fees are very high. Next, Mr. DeCanio recommended adding a sign at the roundabout quoting the Florida Statute that prohibits parking in roundabouts. He does not believe a sign prohibiting fishing will be effective. Lastly, Mr. DeCanio questioned why there was only one proposal for trimming the trees. He also recommended elevating the trees to 16-feet rather than 13 and asked why he could not trim the trees himself.

Mr. Cook asked what it would take to get insurance coverage for volunteer work.

Mr. Laughlin responded that he would need to get a quote from the insurance company.

The Board members indicated they were in favor of obtaining the quote from the insurance company.

Will Knudsen stated that there are some streetlights staying on all day that need to be inspected.

Mr. Laughlin responded that a ticket needs to be put in through FP&L with the pole numbers.

THIRD ORDER OF BUSINESS Consent Agenda

A. Minutes of the September 15, 2026 Meeting

B. Financial Statements as of September 30, 2026

C. Check Register

Copies of the minutes, financial statements and check register totaling $119,222.18 were included in the agenda package for the Board's review.

On MOTION by Mr. Swan seconded by Mr. Robinson with all in favor the consent agenda was approved.

FOURTH ORDER OF BUSINESS Staff Reports

A. Landscape – Quality Site Assessment

A copy of the landscape report was included in the agenda package for the Board's review.

B. District Counsel

Ms. Henley reminded the attendees of the upcoming general election taking place on November 3rd. The elected supervisors can be sworn in as of November 17th.

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Mr. Robinson asked about the status of the Xfinity contract.

Ms. Henley stated that the exclusive marketing agreement only involves the HOA and the CDD would just need to grant an easement access agreement for use of the CDD's property if that would be needed.

Mr. Robinson suggested what Xfinity comes back with before spending any money.

Next, Mr. Robinson asked Ms. Henley to explain what a workshop is.

Ms. Henley responded that a workshop is similar to a board meeting, except no official board action can be taken and no quorum is needed. It is an informal meeting, typically on one specific topic.

C. District Engineer

Mr. Yuro reported that the Sagamore Court contractor came back and replaced all of the original Bahia sod with St. Augustine. The resident seems satisfied and it appears to be functioning properly with the recent rains.

Next, Mr. Yuro stated that there was an email from a resident concerned about cracking in the curb and debris in the storm inlets off Stonehurst. Mr. Yuro inspected the area and found there is a lot of floating garbage. He does not believe it is blocking the drainage, however he did recommend cleaning it out. He recommended putting the curb cracks on the radar for when the road gets resurfaced.

Mr. Cook suggested Mr. Yuro provide a report to the Board after he performs any site visits. He also asked how the Board should prioritize completing recommended repairs or projects including in the annual engineer's report.

Ms. Murphy asked Mr. Yuro to assess the urgency of each item on the report.

D. District Manager – Update on Fiscal Year 2026 Goals & Objectives

Mr. Laughlin reported that the fiscal year 2026 goals and objectives have been achieved.

On MOTION by Ms. Murphy seconded by Mr. Swan with all in favor, marking the fiscal year 2026 goals and objectives achieved was approved.

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E. Amenity / Field Operations Manager – Report

A copy of the amenity and field operations report was included in the agenda package for the Board's review.

Mr. Dellinger stated that Pye Barker found that the conduit that the pickleball gate access system runs through is getting full of water and electricity is finding its way into the wire causing shortages when there are lighting strikes. They provided a proposal totaling $2,988 to make the repairs.

Next, Mr. Dellinger stated that he called Peacock electric out to determine why some outlets were not working and they traced the wire halfway down the pond bank and across the road into a junction box that was fried. Peacock submitted a proposal to make the repairs totaling $2,620.

Mr. Robinson stated that it needs to be fixed or the holiday lights and nearby fountain would not work.

Will Knudsen stated that in the evening the lights do not turn on.

Mr. Dellinger responded that he thinks the photo sensor got fried. A new one will be installed when Peacock makes the repair.

On MOTION by Mr. Robinson seconded by Mr. Jentz with all in favor, the proposal from Peacock totaling $2,988 was approved.

Next, Mr. Dellinger stated that he inspected landscape area 35 for the potential to have a shallow well installed.

Mr. Robinson asked Mr. Dellinger to provide more details on pouring concrete or installing pavers near the cluster boxes on Fall River for wheelchair access.

Next, Mr. Dellinger stated that quote from Partridge discussed earlier is mainly for areas in which there are indentions in the asphalt around storm drains. JEA has stated that they will not be responsible for the repairs as they believe they are due to a compaction issue and would fall under the original asphalt company.

The Board directed Mr. Dellinger to get more quotes on asphalt repairs with the manhole depressions included.

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FIFTH ORDER OF BUSINESS **Consideration of Landscape Proposals for Areas 35 and 36**

Proposals from Fresh Cut totaling $15,995, BrightView totaling $12,040.94, and Coastal Greenery totaling $14,142.11 were presented to the Board for their consideration.

> On MOTION by Mr. Robinson seconded by Mr. Jentz with all in favor, the proposal from BrightView totaling $12,040.94 subject to brown mulch being usedwas approved.

SIXTH ORDER OF BUSINESS **Discussion of Area 45 Landscaping**

This item was tabled until a water source could be identified.

SEVENTH ORDER OF BUSINESS **Discussion of Landscape, Irrigation, Fertilization, Pest, and Weed Control Maintenance Contract Specifications for RFP**

A scope of services similar to what was used a few years ago was included in the agenda package for the Board's review. Mr. Laughlin recommended issuing a formal request for proposals.

There were no objections to using the scope included in the agenda package.

> On MOTION by Mr. Robinson seconded by Mr. Jentz with all in favor, issuing a formal request for proposals for landscape, irrigation, fertilization, pest and weed control services was approved.

Mr. Laughlin noted that the RFP process will take at least two months.

EIGHTH ORDER OF BUSINES **Discussion of Pond Maintenance Bids**

Five proposals for pond maintenance services were included in the agenda package for the Board's review.

Mr. Laughlin noted that the Amelia Concourse community uses Superior Waterway Services and has been satisfied with the service they provide.

A representative from Superior Waterway was present and answered questions and provided information on the company's services.

> On MOTION by Mr. Robinson seconded by Mr. Jentz with all in favor, entering into a contract with Superior Waterway Services and

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terminating the contract with Solitude for pond maintenance services was approved.

NINTH ORDER OF BUSINESS **Discussion of Survey Results on Additional Parking and Littoral Planting Zones**

Mr. Robinson stated that out of 996 emails sent, 237 surveys were submitted. There were 56.5 percent below neutral responses in regard to the desire for additional parking.

Mr. Jentz suggested armoring the sprinkler heads around the roundabout and possibly look at parking diagonally in between the trees out front.

Mr. Robinson continued to state that the 36% of the community responded that littoral plantings were low priority and 53% responded above neutral. It is estimated that installing littoral plantings on every pond would cost $80,000.

The Board indicated they would like to move forward with littoral plantings in the spring.

TENTH ORDER OF BUSINESS **Discussion of Road Cracks on Stonehurst Parkway**

Mr. Robinson stated that he received an email from a resident regarding cracks in the concrete apron off Stonehurst Parkway.

Mr. Yuro stated that upon his inspection there was nothing that looked critical.

Mr. Robinson asked Mr. Dellinger to get back to the concerned resident.

ELEVENTH ORDER OF BUSINESS **Consideration of Proposal for Asphalt Repairs**

This item was tabled to get more proposals.

TWELFTH ORDER OF BUSINESS **Discussion of Storm Drain Cleanout**

Mr. Laughlin stated that staff would gather proposals for cleaning out the storm drains and present them at a future meeting.

THIRTEENTH ORDER OF BUSINESS **Discussion of Additional Signage**

A. 'No Parking' Signs at Roundabout

B. 'No Fishing' Signs Near Residential Properties Adjacent to Approved Fishing Ponds

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Mr. Robinson stated that a resident has requested that no parking signs be installed at the roundabout, although it is not recommended as he does not believe it will stop people from parking there.

Mr. Laughlin stated that he has contacted the Sheriff's Office about restarting the consistent patrols in the area. Mr. Swan asked if they could concentrate on the roundabout area during school hours.

As for the signs prohibiting fishing, Mr. Laughlin stated people are walking behind people's yards.

Mr. Robinson stated that 'no trespassing' signs would have to be installed along the entire pond bank if the District were to install signs prohibiting fishing. It was recommended that 'no fishing' signs not be installed as signage would then have to be posted all around everything single pond.

Mr. Jentz recommended sending another e-blast reminding residents not to walk behind people's homes or fish without permission.

Mr. Swan stated that there was also a resident request to add bass or carp to the fishing ponds.

The following item was taken out of order from the agenda.

SIXTEENTH ORDER OF BUSINESS **Consideration of Request for Stocking of Fish in Pond 14 to Control Mosquitos**

Mr. _____ stated that midge flies could be added, which has to be done on a month-to-month basis. The best long-term solution would be submerged aeration systems. Mosquito fish would help with mosquito larvae.

FOURTEENTH ORDER OF BUSINESS **Consideration of Proposals for Tree Trimming**

Mr. Dellinger presented four proposals from Happy Days Outdoor Services for trimming various trees and cutting back the tree line behind the pond banks in Phase 1.

Mr. Robinson asked for more competitive quotes on the trimming of the various trees, but stated that he was okay with the proposal for cutting the wood line back.

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Mr. Laughlin cautioned that there were a lot of complaints last time the tree canopy was lifted to 16-feet. Additionally, it was pointed out it could be detrimental to the health of the tree and would cost significantly more.

Don DeCanio commented that there is a way to trim the tree canopy higher without damaging the tree, which he knows how to do and is willing to volunteer once the insurance policy is in place and the District is willing to let him dispose of the tree debris onsite.

This item was tabled until additional proposals could be gathered.

FIFTEENTH ORDER OF BUSINESS Consideration of Proposal for Access Control System

Mr. Dellinger went over this item under his report.

Mr. Swan asked about the warranty.

Ms. Henley stated that the District's contract will include a one-year warranty unless the vendor offers a longer warranty.

On MOTION by Mr. Robinson seconded by Mr. Jentz with all in favor, the proposal from Pye-Barker totaling $2,988 was approved.

SEVENTEENTH ORDER OF BUSINESS Audience Comments

Don DeCanio asked if JEA would address the manholes that are higher than the grade of the road.

Mr. Laughlin responded that JEA looked at all of the manholes while they were onsite.

Don DeCanio stated that he would like to meet with Mr. Dellinger or one of the board members to point out some roadway issues. Next, he stated that the community liable if ADA access is not provided, so the CDD should get ahead of the request to address the access to the mailboxes.

EIGHTEENTH ORDER OF BUSINESS Supervisor Requests

Mr. Jentz commented that the wording of the surveys put out to the community could be improved to make it clear that the CDD is assessing the desire for the project based on a request, and money will not be spent until it has been thoroughly assessed.

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NINETEENTH ORDER OF BUSINESS **Other Business**

There being none, the next item followed.

TWENTIETH ORDER OF BUSINESS **Next Scheduled Meeting – November 17, 2026 at 2:00 p.m. at the Amelia Walk Amenity Center**

TWENTY-FIRST ORDER OF BUSINESS **Adjournment**

On MOTION by Mr. Robinson seconded by Mr. Cook with all in favor the meeting was adjourned.

Signed by:
Daniel Laughlin
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Secretary/Assistant Secretary

DocuSigned by:
Jeffrey Robinson
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Chairman/Vice Chairman